

Waterbury Select Board Meeting
August 5, 2013
Main Street Fire Station

Present: J. Grenier, Chair; C. Viens, R. Ellis, and K. Miller, Select Board; A. Tuscani, Acting Municipal Manager; S. Lotspeich, Community Planner; A. Imhoff, ORCA Media; K. Fountain, Waterbury Record; and C. Lawrence, Town Clerk.

Meeting Participants: Ken Upmal, VTrans; Greg Goyette, Stantec; Justin Kenney, ANR DEC Green Infrastructure Coordinator; Fauna Hurley, RW; Roy Schiff, Milone & MacBroom; Roger Kranse, Leaf Peepers; and Gary Kessler, Green Mountain Stage Race.

Public: Lefty Sayah, Natalie Howell-Sherman, Everett Coffey, and Carol Miller.

The meeting was called to order at 7:04pm.

REVIEW AGENDA

K. Miller asked to add an item at 9:00pm to ask about meetings that occurred last week with public members of the Municipal Building Committee.

MAIN STREET PROJECT

K. Upmal gave the status of the project, and stated that it has been very active. There have been a series of public meetings and meetings with individual property owners to discuss impacts to properties, drives, walkways, utilities, etc. They have been working diligently to iron out and resolve the physical requirements of utility relocation and logistical impacts. They have final preliminary plans for the GMP relocation work, and have identified the challenges that lay ahead in trying to select the most appropriate locations for utility boxes. The Right of Way section will develop the right of way plans which will document the necessary easements to construct the project. The ROW plans could take up to a year to develop. They are working to get a better handle on construction means and strategies to build the project, and the project will create significant impacts to the traveling public. They have internal meetings within agencies to discuss separate projects under development that will affect the Town of Waterbury including reconstruction of the northbound off ramp, round-a-bout project, and Stowe Street reconstruction. They are behind schedule to have the project start in 2015. S. Lotspeich will be working with Jane Brown on the landscaping plans. They have worked with BGS to discuss coordination of storm water requirements along Randall Street.

C. Viens asked if the goal was to do the project in sections, or rip up from one end of town to the other. K. Upmal responded that there are multiple ways to approach the project, and every aspect needs to be coordinated to complete the project as quickly as possible with the least amount of impact. They are working out some different strategies, and a decision will be made collectively as to how to proceed. C. Viens asked how deep the utilities need to be, and G. Goyette responded that the depth of the conduits is around three feet.

R. Ellis asked about creating capacity for a district heating system as there have been some discussions over the past year. K. Upmal stated that there are no provisions for any of this work in the project.

J. Kenney stated that his role is to move the State from traditional storm water systems to a more naturalistic approach. He feels there are some opportunities that can be looked at for alternative storm water management. K. Upmal indicated this is really not the time to start incorporating new features; however, the agency would be receptive to incorporating some green features but cannot step outside of the footprint. J. Kenney will schedule a meeting with the parties involved to look at some of his recommendations.

R. Ellis is interested in having the Town pursue some newer green technologies and look at some of the maintenance costs. She suggested having some small demonstration areas that show what the future should look like. J. Kenney indicated that there are some grants available for this type of work, and that some technologies are low maintenance.

S. Lotspeich gave an update on the trees in the corridor. There are a lot of mature trees that have issues, and the residents have certain desires. They have gone in the field and have done a detailed tree-by-tree look. It is a work in progress, and they are working within the VTrans timeframe. It has to be a cooperative effort with the property owners.

The timing of the project was discussed. K. Upmal stated that the largest question lies in the right of way plans, and to build in 2015 is very aggressive. The agency is working on several large projects that are in the same phase of development.

J. Grenier asked how much time was needed from Town staff. K. Upmal stated that they are seeking the Town's help on assignments and things are working out well, and they will continue to maintain the collective effort. C. Viens asked if there is a defined start date on the State complex. The State has started asbestos abatement and there are about 30 people actively working right now. The completion date is estimated to be by the end of 2015, so there should not be any overlap. The round-a-bout is slated for July 1, 2014.

R. Ellis has a concern with the amount of time that staff can put into the project, and if any of this time be put into the project budget. K. Upmal responded that the finance agreement does not typically cover this, and the Town usually incurs the cost of additional support services.

F. Hurley was present from RW and explained how the downtown in Barre helped with the business community during their street construction. RW can learn from Barre what worked and what did not to help business during the construction phase. RW will help to form a committee of businesses and community stakeholders to look at opportunities to keep the lines of communication open and keep 'business as usual' as much as possible.

CLERK'S BUSINESS

K. Miller made a motion to approve the July 15th meeting minutes. The motion was seconded by R. Ellis and passed by those present.

R. Ellis moved to approve the suggested errors and omissions on the grand list in the letter from Tom Vickery dated August 5, 2013. The motion was seconded by C. Viens and passed by those present.

CHOKO STUDY REPORT

Brian Dooley, GMP; Mike Stevens and John Ostrum, State of Vermont BGS; Mark Alberghini and Cindy Parks, Water & Sewer Commissioners; and Adam Portz joined the meeting.

R. Schiff was present to give an update on the Waterbury flood study, aka the Choke Study. The project has been broken into phases, including modeling, data collection, and conceptual design. They are currently in between the 2nd and 3rd phases.

He gave a description of the project reach, which reaches from the Ice Center to Bolton Falls Dam, and illustrated the topography. They have been looking at about 40 alternatives to lower the flood levels. A flood benefit on the order of one foot is an important benchmark.

He discussed a couple of alternatives and stated there is no real change in water surface elevation by removing the bridges and dams. The preferred alternative is to look at flood plain reconnection to the river. They looked at lowering some flood plains downstream of the Winooski Bridge, and it showed reduction in flood levels. Zeroing in on the preferred alternative included lowering Duxbury fields, fields behind state office complex, and a piece of the cornfield behind Randall Street, which could lower flood levels on the order of ½ foot to 1 foot. He showed some examples of reconnecting flood plains with the channel.

For the next steps, there are meetings scheduled with landowners and the Town of Duxbury, to wrap up the phase 2 report, and continue conceptual design work. They will also respond to the HMGP request for information.

E. Coffey asked if any data was used from work when the Winooski Street Bridge was closed, which studied moving the bridge. R. Shiff was not aware of the study but would like to review it. C. Viens asked when modeling was done, would there be a new flood level line and what would be the impact to the Village. A reduction of one foot may not do much for the residents of the Village. R. Shiff explained the flood plain will shrink down a bit, and a one foot change can be very significant. It is beneficial for flood insurance rate changes. These are the best levels they could come with that are realistic. These are very expensive projects, and if enough homes don't get knocked out of the flood plain, then the project is not viable. CVRPC has put in a grant application for funds to refine the benefit cost analysis, provide final design, and build the project. K. Miller asked what the timeline is and if there is a local match. R. Shiff is not clear on the timeline; it could be several months before they hear back from FEMA on the grant applications. The local match would be met by CDBG funds, so there would be no local town funds.

C. Parks asked how many landowners would be involved and what incentives would be provided to them. There are two landowners, and there are options of swapping land, purchase, other sorts of easements, and a whole host of compensation methods. The State is an interested and willing partner, and this could be linked with the work going on the State complex.

LEAF PEEPERS RACE

R. Kranse was present to discuss changes in the Leaf Peepers race. They currently have roughly 750 runners signed for the half marathon and 250 for the 5K run. They have scouted out a new course, and have talked with the Waterbury Fire Department as to how they will assist.

The first request is to close northbound lane on Guptil Road/Maple Street from Country Club Road to Guild Hill Road from 11:30am to 1:30pm as this is an up and back route. The rationale is runner safety. Course monitors will direct runners. The organizers will let the public know with large ads, letters to property owners on those roads, and signage.

The second request is to close Perry Hill Road from Lincoln Street to Dave Culvers Road from 11:00 to 11:30am for the 5K run as the runners will fill up the road. They have three sheriffs with blue lights at critical intersections. A. Tuscany expressed concern about the traffic from Route 100 to Stowe Street and that traffic might be backed onto Route 100. There will be a sheriff at that intersection for the whole race. A. Tuscany suggested closing the Stowe Street bridge for this period of time, from 11:00am to 11:45am.

A. Tuscany expressed concerns with closing the northbound lane on Guptil Road (under the first request). G. Dillon will station firefighters at every intersection and every blind corner. A. Tuscany suggested that letters to residents should include Laurel Lane and Lincoln Street, as well as side roads and private drives.

They also requested closing the short stretch of Howard Avenue from Hollow Road to Maple Street (under the first request). R. Ellis suggested signage to direct people to Guild Hill Road.

The third request is to close Railroad Street from Hill Street to Pilgrim 5 from 11:00am to 2:00pm.

K. Miller made a motion to close the roads listed under all three requests, plus the Stowe Street Bridge. The motion was seconded by C. Viens and passed by those present.

ACTING MANAGER'S REPORT

At the Maple Street fire station, the gear is in a long hallway. There is baseboard heat but no ventilation, and when the gear is wet it takes a very long time to dry. During the warm summer months, mold grows on some of the gear. The estimate for a ventilation and dehumidification system is \$11,000. G. Dillon stated that it is unknown what mold will do to fire gear, and how it can be cleaned. The gear is expensive and the total per person is \$2,279. C. Viens asked if there are any health concerns. G. Dillon stated that if mold is present, people will breathe in mold spores. K. Miller asked if regular dehumidifiers have been considered. There are no drains in that area or outlets to power them. Discussion was held as to how to pay for this piece of equipment. G. Dillon stated that they could hold on the boat motor which is \$7,000, and nickel and dime some other line items. K. Miller stated concerns about the budget and other line items that have been approved that are not in the budget. She feels the Board needs to be careful about adding items that have not been voted on at Town Meeting. She asked if this expenditure could be delayed and approved at next Town Meeting.

R. Ellis made a motion to authorize payment of up to \$11,000 for a ventilation and dehumidification system for the Maple Street fire station gear room and to delay the purchase of the boat motor until fiscal year 2014. The motion was seconded by K. Miller and passed by those present.

GREEN MOUNTAIN STAGE RACE

Gary Kessler, Race Director, was present to talk about the race over Labor Day weekend. He asked if, on the road race stage, they could ride through the Village. The race would occur on Sunday September 3rd from 9:20am to 11:30am, with riders coming from Middlesex and heading north on Route 2 towards Bolton. They have insurance, and will have race marshals and kids from the Harwood cross country team with reflective vests. They would like local police to cover the 2 lights in town. The race is the same as last year and all racers receive a race manual with course maps along with things to do in the area.

R. Ellis made a motion to authorize the Acting Manager or Manager to sign the Statement of Consent to Use Public Roads form so that the Green Mountain Stage Race can take place in Waterbury on September 3rd on Main Street between 9:20am and 11:30am. The motion was seconded by C. Viens and passed by those present.

MUNICIPAL BUILDING COMMITTEE ITEM (ADDED)

K. Miller and C. Viens discovered last week that it was decided that there would be meetings with the chairs of the Select Board, Village Trustees, Library Commissioners, and the new members at large. She requested information on who initiated these meetings, why some Select Board members were involved in that she and C. Viens knew nothing about it, what was the content, what was the tone, and why it was so important to have these meetings without their knowledge prior to the August 12th meeting.

J. Grenier explained that Barb Farr asked if new members should be welcomed to the committee, be given some background information and be brought up to speed, and if board chairs would like to assist. He stated he was not involved and has not met with any new committee members, and that he understands the feeling of being left out. C. Viens thought orientation and introductions should have taken place at the first meeting. He stated he does not want to get off on the wrong foot, and that the process needs to be open and transparent to everyone. J. Grenier asked if the meeting on August 12th should start at 6:30pm so that people can introduce themselves.

C. Miller asked that if, at these meetings, there was a description to the new members as to the rationale for the square footage. J. Grenier responded that the square footage was developed by the previous committee in working with staff. R. Ellis stated that she went to one meeting to meet with Theresa Wood, and then these other meetings got set up. B. Farr put together a folder of materials, including the timeline of events from 2011 to 2013. B. Farr was just trying to be objective and present information to the new members, and talk with members about what they want to bring to committee. R. Ellis stated that as past chair she, as general practice, did reach out to new people to talk about their interests. She thought that it was a good idea that B. Farr had meetings to get members thinking about the tasks ahead.

K. Miller agreed that it is good for the chair to reach out to committee members. This issue was rough as it was hotly debated about the size of committee, and most Board members wanted everyone to be involved. More sensitivity should have been given to what happened during the previous meeting. J. Grenier accepted responsibility for not passing on the word of these meeting to the full Board.

C. Viens stated that for the public and transparency, Board members should not use email and should use the public forum. He would have liked to have these introductions done on August 12th. E. Coffey asked if there was ever an agreement between the board chairs to meet with all 6 people, and if not, all six members did not hear the exact same thing. R. Ellis stated the common thread was Barb Farr, coordinator of project, who welcomed members to the committee. R. Ellis stated that this is an open process and encouraged other Board members to meet with anyone they wish.

ACTING MANAGER'S REPORT (cont'd)

S. Lotspeich updated that Board on the Pomegranate Lease. He is waiting for word from Jeff Kilgore on changes to the lease.

S. Lotspeich distributed a contract between the Town of Waterbury and Brandy Saxton, who is a consultant with Place Sense, for assistance with Municipal Plan re-write. There is \$3,000 in the professional services line item that was added knowing the need to build capacity to finish re-writing the municipal plan.

The contract runs through early November with a standard hourly rate of \$65 per hour. She will be inserting municipal data into the text of the plan.

K. Miller made a motion to authorize the Municipal Manager to sign the contract for professional services with Place Sense/Brandy Saxton to complete the municipal plan rewrite for an amount not to exceed \$3,000. The motion was seconded by C. Viens and passed by those present.

A. Tuscany updated the Board on the Farr Road project, which has gone out to bid. The bridge may not be removed until 2014, but it will be blocked when the road is in use. The bids are due by August 14th.

The wastewater treatment plant phosphorus removal project went out to bid as well. The Stowe Street sidewalk project may not start before September. He will update the Board when more details are known.

CLERK'S BUSINESS (cont'd)

K. Miller made a motion to approve the use of Hope Davey Pavilion for a baby shower on Sunday September 1st from 1:00pm to 4:00pm with the use of alcohol. The motion was seconded by C. Viens and passed by those present.

There being no further business, the meeting was adjourned at 9:45pm.

Respectfully submitted,

Carla Lawrence,
Town Clerk

Approved on: August 19, 2013